



Town of Arlington, MA Redevelopment Board

Agenda & Meeting Notice June 26, 2023

Per Board Rules and Regulations, public comments will be accepted during the public comment periods designated on the agenda. Written comments may be provided by email to cricker@town.arlington.ma.us by Monday, June 26, 2023 at 3:00 p.m. The Board requests that correspondence that includes visual information should be provided by Friday, June 23, 2023 at 12:00 p.m.

The Arlington Redevelopment Board will meet Monday, June 26, 2023 at 7:30 PM in the **Arlington Community Center, Main Hall, 27 Maple Street, Arlington, MA 02476**

1. Public Hearing Docket #3752 Calyx Peak 251 Summer Street

7:30 pm Calyx Peak has requested that the hearing be continued to 8/28/2023.

2. Review Meeting Minutes

7:35 pm Board will review and vote to approve meeting minutes for 3/13/2023, 3/27/2023, 4/24/2023, 5/1/2023.

3. Review Meeting Schedule

7:40 pm Board will review and vote to approve meeting schedule for the remainder of 2023.

4. MOU for former ARB Properties

7:45 pm Board will discuss the MOU for the former ARB Properties with the Town Manager.

5. MBTA Communities Discussion

8:15 pm Board will hold a working session with the MBTA Communities Working Group.

6. Open Forum

8:50 pm Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation. There is a three-minute time limit to present a concern or request.

7. New Business

9:00 pm New Business

8. Adjourn

9:30 pm Estimated



Town of Arlington, Massachusetts

Public Hearing Docket #3752 Calyx Peak 251 Summer Street

Summary:

7:30 pm Calyx Peak has requested that the hearing be continued to 8/28/2023.

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Calyx_Peak._ARB_06.05.2023_Letter.pdf	Calyx Peak. ARB 06.05.2023 Letter



June 1, 2023

Claire V. Ricker, AICP
Director of Planning and Community Development
730 Massachusetts Avenue
Arlington, MA 02476

RE: Arlington Redevelopment Board Docket #3572

Dear Ms. Ricker,

I respectfully request a continuation of the hearing for 251 Summer Street to the June 26th meeting of the Redevelopment Board.

Sincerely,

A handwritten signature in blue ink, appearing to read "Peter D'Agostino", with a long horizontal flourish extending to the right.

Peter D'Agostino
Partner, Tenax Strategies, Inc.

cc: Calyx Peak of MA, Inc.



Town of Arlington, Massachusetts

Review Meeting Minutes

Summary:

7:35 pm Board will review and vote to approve meeting minutes for 3/13/2023, 3/27/2023, 4/24/2023, 5/1/2023.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	03132023_DRAFT_Minutes_Arlington_Redevelopment_Board.pdf	03132023 DRAFT Minutes Arlington Redevelopment Board
▢ Reference Material	03272023_DRAFT_Minutes_Arlington_Redevelopment_Board.pdf	03272023 DRAFT Minutes Arlington Redevelopment Board
▢ Reference Material	04242023_DRAFT_Minutes_Arlington_Redevelopment_Board.pdf	04242023 DRAFT Minutes Arlington Redevelopment Board
▢ Reference Material	05012023_DRAFT_Minutes_Arlington_Redevelopment_Board.pdf	05012023 DRAFT Minutes Arlington Redevelopment Board

Arlington Redevelopment Board
Monday, March 13, 2023, at 7:30 PM
Community Center, Main Hall
27 Maple Street, Arlington, MA 02476
Meeting Minutes

This meeting was recorded by ACMI.

PRESENT: Rachel Zsembery (Chair), Eugene Benson, Kin Lau, Steve Revilak

STAFF: Claire Ricker, Director, Planning and Community Development; Kelly Lynema, Assistant Director of Planning and Community Development

The Chair introduced agenda item 1, continuation of public hearings for the 2023 Town Meeting warrant articles. The vote will take place on March 27. The Chair introduced Article 32, a zoning bylaw amendment related to building affordable housing anywhere.

Ms. Lynema stated that the spirit of the amendment is laudable but the town should study an affordable housing overlay, which requires more work before being submitted to Town Meeting.

Thomas Perkins, the amendment's author, stated that his proposal isn't much different from a housing overlay, because the only district he didn't cover in his revisions was industrial.

The Chair gave the floor to the Board. Mr. Lau asked Mr. Perkins what advantage the amendment offers as relates to 40B. Mr. Perkins stated that it would speed up the process, and might be aimed more at nonprofits rather than private developers. Mr. Lau accepted this for now.

Mr. Benson asked why they should act on this now rather than wait until the fall Town Meeting, which will address affordable housing. Mr. Perkins replied that he had been unaware of this, and by the time he found out, he had done most of the work and is trying to finish his part of the process. He suggested that his proposal might be used as a seed or merged with others. Mr. Benson stated that his preference was that Mr. Perkins work with the Affordable Housing Trust Fund. Mr. Benson asked rhetorically why the business district might be a good place for affordable housing. Discussion followed. Mr. Benson asked why Mr. Perkins would make available for affordable housing the parts of town that are nowhere near shopping or transit. Discussion followed. Mr. Benson stated that without Mr. Perkins's zoning, the Housing Corporation of Arlington finished two fairly large projects and is proceeding on another. Mr. Perkins stated that there is still a shortage of affordable housing. Discussion followed. Mr. Benson stated that Mr. Perkins should refine the amendment so it makes sense.

Mr. Revilak stated that the bylaw does not readily permit multifamily housing in general, and that is one of the obstacles to address. He agreed that an overlay district would be simpler than rewriting the base zoning. He suggested that Mr. Perkins consider participating with the members of the Affordable Housing Trust Fund Board who are currently working on the affordable housing overlay.

The Chair stated that many questions remain to be addressed before this could go to Town Meeting. Discussion followed.

Mr. Lau stated that Mr. Perkins needed to provide a better answer to his original question. Mr. Benson stated that he did not understand what Mr. Perkins is trying to accomplish. Mr. Perkins stated that the town's affordable housing shortage could be fixed if there was political will for it.

The Chair opened the floor for public comment. Chris Loreti stated that this is not ready to go before Town Meeting.

All agreed that before Mr. Perkins returns, he should seek engagement with some of the groups who are working on the proposal for the district for the fall.

The Chair moved to Article 29, zoning bylaw amendments for downtown business parking minimums. Ms. Lynema stated that this only affects commercial property in the B5 district; and in the case of a mixed-use development, it would affect only the commercial portion of the development.

James Fleming gave his presentation. Mr. Lau, Mr. Benson, Mr. Revilak, and The Chair spoke in favor.

The Chair opened the floor for public comment. Chris Loreti stated that the article is unnecessary.

The Chair moved to Article 30, a zoning bylaw amendment related to one- and two-family usable open space. Ms. Lynema stated that Mr. Fleming seeks to reduce redundancies in how open space is created.

Mr. Fleming gave his presentation. He stated that his proposal is to remove the Usable Open Space (UOS) requirement of for one- and two-family homes; it would not be prevented, but would not be required, either.

The Chair asked if Mr. Fleming had reviewed this with the ZBA. He stated that they think his proposal will not affect things one way or the other.

The Chair gave the floor to the Board. Mr. Revilak spoke in support. Mr. Benson asked why not have the UOS apply to new construction, and limit this to existing; Mr. Fleming stated that the definition of usable open space is currently different for new construction, and shouldn't be different whether or not it's new construction. Mr. Lau suggested that they look at this holistically, but stated that in any case he would not stand in the way of other Board members if they voted favorably. The Chair asked whether Mr. Fleming had contemplated single-family detached dwellings, two-family duplexes, et cetera -- usable open space requirements in the business districts -- and removing them there as well. Mr. Fleming stated that he had left this out because it would make the main motion too long. The Chair favored applying this to all districts. Mr. Benson agreed. Discussion followed.

The Chair opened the floor for public comment. Susan Stamps agreed with Mr. Lau that the town might be better served to plan holistically rather than piecemeal, and eliminating open space would have unintended effects.

Mr. Loreti stated his opposition to the article because it is inconsistent with the Master Plan.

In response to Mr. Lau's question about the number of cases where this might apply, Mr. Fleming stated that this is underreported because of the way the system is set up.

The Chair spoke in support of the amendment, and stated that the Board will meet again on March 27 to discuss and vote on the articles that were presented that evening and March 6.

The Chair moved to agenda item 2, open forum. Ms. Stamps spoke in favor of a holistic approach that takes into consideration the ecology of the town, and suggested that the Board take advantage of the Planning Department's expertise.

The Chair moved to agenda item 3, new business. Ms. Lynema stated that on the 27th, Town Counsel will provide a memo or will appear to discuss the warrant articles regarding specifics on the transfer of ARB properties to the town.

Mr. Benson stated that, regarding Kristin Anderson's dog daycare proposal, there is no conflict of interest for his participation in review even though he and Ms. Anderson are in the Alewife group together.

Ms. Lynema stated that MBTA Communities had the first visioning session the previous Thursday, and Planning and Community Development will hold another meeting on March 15 regarding the Mass Ave-Appleton intersection where a bicyclist was killed.

Seeing no additional new business, the Board voted unanimously to adjourn.

(Meeting adjourned)

DRAFT

Arlington Redevelopment Board
Monday, March 27, 2023, at 7:30 PM
Community Center, Main Hall
27 Maple Street, Arlington, MA 02476
Meeting Minutes

This meeting was recorded by ACMI.

PRESENT: Rachel Zsembery (Chair), Eugene Benson, Kin Lau, Steve Revilak

STAFF: Claire Ricker, Director, Planning and Community Development; Kelly Lynema, Assistant Director of Planning and Community Development

The Chair introduced the first agenda item, continued public hearing for docket 3728 for 99 Massachusetts Avenue.

Ms. Ricker stated that she had no additional information other than that the memo was prepared. The applicant had returned to explain a few more details and tie up some loose ends, and has provided the requested documents and drawings.

The Chair gave the floor to the applicant.

The applicant stated that the only thing that came today were the colors of the siding, but the architect addressed all the questions from the Board.

The Chair gave the floor to the Board.

Mr. Benson stated that the bike parking in front needs approval from the town, and asked the applicant if she is able to move the rack to the back if the town doesn't approve it; the applicant answered yes. Mr. Benson stated that the Board will probably put in the decision that if the town doesn't allow the bike rack in front, it will go in the back, with signage indicating this move. He then asked if one of the parking spaces needs to be a handicap space, and stated that the Board should add a note to their decision indicating that the Building Inspector will need to make that determination.

The Chair stated that that she would like to see the profile of the metal panel but that she is willing to approve it on the condition that it is submitted for the Board's review to the Department of Planning and Community Development.

The Chair opened the floor for public comment. Seeing none, she gave the floor to the Board.

Mr. Benson stated that when they approve this under 8.1.1, they will have to say that adding the fourth floor is not substantially more detrimental than the existing non-conforming structure. Mr. Revilak agreed.

The Chair requested a motion from the Board to approve this application, with the finding under Section 8.1.1 that adding a fourth floor is not substantially more detrimental to the existing nonconformity or use to the neighborhood, with two special conditions: one, that if bike parking is not approved in the public space in front of the building, to relocate that to the rear of the building; and the second being that the requirements for handicap parking should be reviewed with the Building Inspector.

Mr. Benson stated that, should the bike rack need to be moved back, the applicant will have to put a sign on the front indicating this.

The Chair added that the applicant needs to submit a sample of the metal panel to the Department of Planning and Community Development for final review and approval by the Redevelopment Board.

The Board voted unanimously in favor of the project.

The Chair moved to agenda item 5, review of meeting minutes for March 6. The Board voted unanimously to approve as amended.

The Chair moved to agenda item 2, articles 14, 21, 22, and 23. Town Counsel Doug Heim stated that the ARB does not necessarily have to approve or disapprove of an article that's not technically in front of them. Board members expressed concerns about Article 14 for various reasons. Ms. Ricker stated that she will deliver the memo with proposed modifications to the Select Board. More discussion followed.

The Chair requested a motion that the Arlington Redevelopment Board consent to the transfers of property from the Board to the Town as set forth in warrant articles 21, 22, and 23 of the 2023 Town Meeting, each of which seeks to transfer title, custody, and management of the three properties (23 Maple St., 20 Academy St. (Central School Building) and 611 Massachusetts Ave. (Jefferson Cutter House) to the Town of Arlington. The Board voted to approve, 3-1, requesting a Memorandum of Agreement or Understanding with the Town giving the Board some say in the rental of the properties. Mr. Benson voted no. He said he thought the Board should retain 23 Maple Street because it was not yet redeveloped, and its options for use would need to be considered when the Town vacates the building.

The Chair moved to agenda item 3, the 2023 Annual Town Meeting zoning warrant articles.

Ms. Ricker stated that the memo needed a few corrections with spelling of names and minor corrections to some of the main motion texts.

The Chair introduced Article 26, a zoning bylaw amendment related to industrial district development standards. The Board voted unanimously for action on the article.

The Chair moved to Article 27, a zoning bylaw amendment related to the solar bylaw in industrial districts. The Board voted unanimously in favor of recommending favorable action.

The Chair moved to Article 28, a zoning bylaw amendment related to Building Inspector enforcement. The Board agreed with removing unenforceable provisions from the bylaw and voted unanimously in favor of favorable action.

The Chair moved to Article 29, a zoning bylaw amendment related to downtown business parking minimums, inserted at the request of James Fleming. In response to Mr. Benson's question, Ms. Lynema stated that the B5 district is within 1,000 feet of at least one or more parking spaces. The Chair stated that Mr. Fleming can either accept or reject the Board's decision, and suggested striking the words "other than B5" in the last paragraph.

The Chair asked Mr. Fleming if he would be amenable to the rewording, "non residential uses in the B5 district shall not be required to provide off-street parking." And to strike "other than B5." Mr. Fleming replied yes. The Board voted unanimously in favor of recommending favorable action on Article 29.

The Chair moved to Article 30, a zoning bylaw amendment related to one- and two-family usable open space, inserted at the request of James Fleming and 10 registered voters. Mr. Lau stated his unconditional support. Mr. Benson stated that he is ambivalent about it. Mr. Revilak spoke in support. The Chair agreed and asked for a motion to recommend action. Mr. Revilak proposed striking the last table; Mr. Fleming approved of the amended version. The Board voted unanimously in favor of recommended action, with no additions or corrections.

The Chair moved to Article 31, a zoning bylaw amendment related to industrial district animal daycare use, at the request of Kristin Anderson and 10 registered voters. Mr. Benson spoke in support, stating that the only real question is, does the

town agree to animal daycare in single-use buildings in the industrial zone? Mr. Revilak agreed. Discussion followed. Mr. Benson suggested separating out the animal daycare use from veterinary, given the scope of the warrant article, and that it is narrowed back down to just daycare. Ms. Anderson agreed. The Board voted unanimously in favor of recommending favorable action.

The Chair moved to Article 32, a zoning bylaw amendment related to building affordable housing everywhere, at the request of Tom Perkins and 10 registered voters. Mr. Perkins had withdrawn the amendment, and the Board agreed that it had flaws. The Board voted unanimously in favor of no action.

The Chair stated that the Board would meet again on April 3. She then moved to Agenda Item 4, the MBTA Communities. Discussion followed.

The Chair moved to agenda item 5, open forum. Seeing no relevant questions or comments, the Chair moved to agenda item 6, new business. Ms. Ricker announced the hire of a new Transportation Planner, John Alessi. Mr. Lau requested an update on the search for the Board's fifth member. Ms. Ricker replied that she is still working on it.

The Board voted unanimously to adjourn.

(Meeting adjourned)

Arlington Redevelopment Board
Monday, April 24, 2023, at 7:00 PM
Town Hall Annex
730 Massachusetts Avenue, Arlington, MA 02476
Meeting Minutes

This meeting was recorded by ACMI.

PRESENT: Rachel Zsembery (Chair), Eugene Benson, Kin Lau, Steve Revilak

STAFF: Claire Ricker, Director, Planning and Community Development; Kelly Lynema, Assistant Director, Planning and Community Development

GUEST: Beth Locke, Executive Director, Chamber of Commerce

The Chair called the meeting of the Board to order.

The Chair opened with Agenda Item 1 – ARB Rules and Regulations.

Ms. Lynema gave an overview of proposed changes to the ARB Rules and Regulations.

- Change “Administrative Assistant” to “Office Manager”
- Change language about waiving fees for appearing before the ARB
- Rule regarding solar energy system assessment
- Housing choice legislation – under most conditions, projects before the ARB require a supermajority (4 out of 5), but projects involving multi-family housing or uses that impact multi-family housing need a simple majority (3 out of 5), per Mass General Law

Mr. Benson discussed the language about waiving fees. The proposed rules would allow fees to be waived or reduced for any reason. He suggested that the rules require that decisions to waive or reduce fees be based on the applicant’s inability to pay or upon a grossly disproportionate disparity between the fees and the capital or income of the applicant.

The Chair asked for a motion on the revised rules. Mr. Benson so moved, and Mr. Lau seconded. The board voted and approved unanimously.

The Chair moved on to Agenda Item 2 – Economic Development and the Arlington Chamber of Commerce.

The Chair welcomed Beth Locke from the Chamber of Commerce (COC). The ARB has wanted to have an opportunity to have a conversation with Ms. Locke about how the ARB and the COC can work together to support local businesses.

Ms. Ricker referenced a memo from Ms. Lynema about economic development implementation issues that the ARB and DPCD are working on. DPCD currently does not have an Economic Development Coordinator but is working to fill that position.

The Chair invited Ms. Locke to share issues she’s heard from businesses. Her biggest concern is that current projects under development do not result in a net loss of retail space. Some of the current vacant commercial spaces are not appealing to potential tenants, but many businesses are interested in coming to Arlington. She would love to see current projects result in a gain of appealing commercial space. She would also like to see more effort put into accuracy, maintenance, and quality of signage.

Mr. Lau brought up the fact that commercial property owners sometimes see it as less risky to leave their property as is than to invest in redeveloping it. He asked if the ARB and the COC can work together to create incentives to encourage property owners to redevelop and improve their property and proposed reaching out to property owners and trying to work with them. Ms. Locke expressed support and said that the COC would likely be interested.

Ms. Zsembery shared an example of successful work with property owners, in which the Arlington Heights neighborhood group, the Economic Development Coordinator from DPCD, and Inspector Ciampa from the Inspectional Services Department did a walking tour of the Arlington Heights Business District and identified priorities to work on. One of the top priorities they identified was the need for some of the buildings around the intersection of Massachusetts Avenue and Park Avenue to be painted and cleaned. They worked together to figure out what contacts they had with the property owners, reached out to them, and were able to persuade some of them to refurbish their properties, which has had a positive effect on the area. She proposed doing something similar in other areas of town, with the cooperation of the ARB, DPCD, Inspectional Services, the Department of Public Works, and the COC.

Mr. Revilak said that Arlington's business districts used to be much larger and cover almost all of Mass Ave and Broadway, roughly 100-150 feet on either side of the street. In the 1970s, the zoning changed so that parcels in the former business and industrial districts that weren't being used for commercial purposes were re-zoned as residential, making it very difficult to change them back to commercial uses. He asked Ms. Locke if the business districts we currently have are big enough, or if we need more area for businesses. Ms. Locke said that she thinks the current commercial space would be enough if we had the right mix of spaces, but we don't, so we lose potential businesses to other towns. More overall commercial space might enable different types of businesses, beyond retail and food, to come to Arlington.

Mr. Lau shared an example of a brewery that was interested in 464 Mass Ave, but found Arlington's regulations around the consumption of alcohol too much of a hindrance, so went to a neighboring town. He would like to reexamine those and other regulations that prove detrimental to local businesses. Mr. Revilak agreed that some of our town's rules aren't friendly to businesses, but they can prove to be difficult to change.

Ms. Zsembery proposed working with the Chamber of Commerce to find a time once Town Meeting is over to discuss scheduling one or more walking tours of Arlington's business districts.

The Chair moved on to Agenda Item 3 – New Business.

Ms. Ricker reported that the three zoning articles up for discussion at Town Meeting were put on hold. The Select Board and the ARB both recommended no action on Article 14 (Strategic Plan and Working Group for New Growth), and it has been removed from the Consent Agenda.

Ms. Ricker also reported that the MOU related to the transfer of properties is still in process.

The Chair asked for a motion to adjourn to Town Meeting. Mr. Revilak so moved, and Mr. Lau seconded. The board voted and approved unanimously.

The Meeting was Adjourned to Town Meeting.

Arlington Redevelopment Board
Monday, May 1, 2023, at 7:00 PM
Town Hall Annex
730 Massachusetts Avenue, Arlington, MA 02476
Meeting Minutes

This meeting was recorded by ACMi.

PRESENT: Rachel Zsembery (Chair), Eugene Benson, Kin Lau, Steve Revilak

STAFF: Claire Ricker, Director, Planning and Community Development; Kelly Lynema, Assistant Director, Planning and Community Development

The Chair called the meeting of the Board to order.

The Chair opened with Agenda Item 1 – MOU (Memorandum of Understanding) for ARB Properties.

Town Meeting recently approved three articles related to transfer of the ARB Properties back to the Town. Ms. Ricker shared the draft of proposed MOU that was received back from Attorney Doug Heim with his comments and changes. She specifically pointed out several items:

- Item 4 – “The Town Manager shall afford the Redevelopment Board or its designee the opportunity to participate in any future solicitation of leases for tenancies of any kind in each or any of these properties.”
- Mr. Lau had previously expressed a desire that the properties not be leased to any more Town departments. The memo as revised by Mr. Heim does not include that provision, but does indicate in Item 5 that the Town Manager must consult with the ARB with respect to “increased intensity of use of the properties as offices for Town Departments.”
- Ms. Ricker did not want any parking rights assigned to 23 Maple reassigned to the Central School building. Item 5 also says that the Town Manager must consult with the ARB with respect to “any proposal to afford parking rights at 23 Maple Street to non-tenants of 23 Maple Street.”
- Ms. Ricker wanted the MOU to clarify that the administrative work related to the leases would no longer be the responsibility of the DPCD but will be taken on by the Facilities Department. Item 3 of the MOU says that “service of future lease agreements ... shall be managed by the Town Manager or their designee.”

All ARB members were given the opportunity to comment on the revised draft MOU.

Mr. Benson’s comments:

- Mr. Benson’s first concern is the second “WHEREAS” statement that “the Redevelopment Board successfully restored and redeveloped such properties,” given that the ARB has not yet done so for 23 Maple. He would like the language to be changed to increase its accuracy.
- Mr. Benson also does not like the third “WHEREAS” statement that the purpose of the transfer to the Town Manager is more efficient management of the properties and any future work on them. He proposed that the language be changed to say that the properties are being transferred to the Town Manager because the Facilities Department reports to the Town Manager.
- The fourth “WHEREAS” indicates that any future disposition of the property would only be to Town agencies and departments. Mr. Benson would like that language to be changed to include the possibility of the properties being sold at some point to a third party.
- Item 6 says that the Town Manager and the ARB “confer with respect to long-term redevelopment scenarios of 23 Maple Street.” In addition to that, Mr. Benson would like to add language requiring that the ARB be given a seat on any committee formed for such purpose.

- Mr. Benson thinks that Section 2, regarding the term of the MOU, should include the language “unless the Town Meeting transfers any of the properties back to the Redevelopment Board.”
- He also proposed adding language at the end indicating that the ARB has voted on and approved the MOU, including the date.

Mr. Lau’s comments:

- If the Town sells the Old Central School building, the ARB wants some say in who could buy it.
- If the Town continues to rent the Old Central School building, he thinks there should be a cap on the percentage of the space rented to Town departments, so that the building, which currently serves the wider community, does not become only a space for Town offices.
- He also agrees with Ms. Ricker that the parking currently allotted to 23 Maple should not be given to the Old Central School, because doing so will hamstring any future attempts to develop 23 Maple.

The Chair said that the initial draft version which Ms. Ricker wrote and sent to Mr. Heim included a cap of 30% of any of the three properties that could be rented to Town departments. Mr. Heim removed that language. The ARB needs to decide if they want to push to have a specific percentage threshold included in the MOU, and if so, if 30% is the right percentage.

Mr. Lau said that he thinks the ARB should insist on a percentage cap on space in all three properties leased to Town departments. He is particularly concerned that the Town will do no further work to restore or redevelop 23 Maple and will use it solely for town offices. He thinks that part of that building should be used for a purpose that serves the wider community, such as an emergency shelter.

Ms. Ricker said that it is appropriate for the ARB to push for some sort of percentage cap. She asked if others thought the cap should be the same for all three properties.

The Chair said that the reason for the original suggestion of a 30% at each of the properties is that they are quite different, and could each likely attract different kinds of community organizations as tenants. She pointed out that in particular, the new commercial kitchen in the Old Central School building could be attractive to non-Town tenants, and the Town could realize more revenue from the use of the kitchen than it is currently doing. To allow a higher percentage of leases to Town departments would be to miss the opportunity to find tenants who could make good use of, and pay for the use of, the kitchen.

Mr. Revilak’s comments:

- In Item 2, the word “and” should be inserted between the words “appropriate” and “consistent.”
- In regard to capping the percentage of space leased to Town departments, he is concerned about the possibility of the Town needing more office space in the future, being unable to use these properties because the cap has already been met, and needing to lease more expensive and less convenient space elsewhere.

The Chair said that the original proposal of the 30% cap was not an absolute. The proposal was that if the percentage of space leased to Town departments reached the cap, the Town Manager would be required to discuss the situation with the ARB, and they could make decisions based on the needs at that point in time.

Mr. Benson suggested that the cap on Town use of the two renovated properties be the amount the Town currently uses. Others agreed.

Ms. Ricker said that she would discuss including a cap with Mr. Heim. She will propose a cap of a percentage no greater than that currently occupied by Town offices in the two buildings that have already been renovated (the Old School Building and the Jefferson Cutter House), and that further conversation must occur about 23 Maple once the current Town departments have moved out.

The Chair moved on to Agenda Item 2 – MBTA Communities.

Ms. Lynema updated the ARB on the overall MBTA Communities schedule:

- The community-wide survey, soliciting opinion on the potential best location(s) for the new district, has been closed, and the results were given to the consultants, Utile.
- The DPCD has released Visioning Kits, encouraging people to host individual meetings.
- The MBTA Communities Working Group will meet on Thursday, May 4, and the meeting will focus on community engagement. They will discuss how to encourage people to use the Visioning Kits and return the content back to the DPCD.
- The Working Group will also meet on Tuesday, May 16, at which Utile will come with a draft of what they might present to the wider community. The Working Group will have the opportunity to review the proposal and give preliminary feedback. Utile will then take the feedback from the meeting and the Visioning Kits and make final revisions to the proposal.
- Ms. Lynema agreed to bring Utile's draft to the ARB meeting on Monday, May 15.
- A public meeting is scheduled for Thursday, June 8, at which Utile will present their revised draft to the community. This will not be the final version, but an initial discussion involving specific locations.
- A public survey will go out after the June 8 public meeting.
- The hope is to have a final draft by the end of June, when Utile's contract ends. The zoning can be tweaked after that, but we should be able to move forward without Utile.

Mr. Benson asked if Utile's draft proposal would include specifics about what sizes of housing (how many units) can be built, or if it would only propose where the district(s) should be. Mr. Revilak responded that Utile's first proposal will primarily focus on location and will leave open for discussion the specifics of sizes. Ms. Lynema added that the MBTA Communities district would likely not include anything much larger than six-unit buildings.

Ms. Lynema and Mr. Revilak reported that the survey results strongly supported both sustainability and housing near transit, although there was less agreement about the actual locations.

Ms. Lynema met with Beth Locke from the Chamber of Commerce. The COC Board is supportive of MBTA Communities and hopeful that it will be good for their businesses. They would like to be part of the discussion of locations. They would like to see greater residential density near their businesses, but they do not want a loss of commercial space.

Mr. Lau expressed concern about Utile's contract running out at the end of June. He thinks that we need their ability to provide strong effective graphics throughout the process, and he's afraid that without Utile, our presentation to Town Meeting in the fall will be less effective and the proposal may not pass. Ms. Lynema replied that we do not have the funding to continue the contract past June. She and Ms. Ricker discussed possible sources of funding.

The Chair moved on to Agenda Item 3 – New Business.

The Chair looked at the calendar for upcoming meetings. The next meeting will be May 15, and the only item currently on the agenda for that meeting is MBTA Communities. Another meeting is scheduled for May 22, which may or may not be needed.

Ms. Lynema reported that DPCD has received an application from Calyx Peak for the third host community agreement, so that will be going before the ARB in June.

Mr. Lau would like to schedule time on future agendas to get updates on what has happened with all the projects that the ARB has approved to date. The Chair proposed discussing the Atwood House and what's currently happening with the Historic Commission in May or June.

The Chair asked for a motion to adjourn to Town Meeting. Mr. Lau so moved, and Mr. Benson seconded. The board voted and approved unanimously.

The Meeting was Adjourned at 7:50 to Town Meeting.



Town of Arlington, Massachusetts

Review Meeting Schedule

Summary:

7:40 pm Board will review and vote to approve meeting schedule for the remainder of 2023.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Meeting_Schedule_July_thru_December_2023.pdf	Meeting Schedule July thru December 2023



ARLINGTON REDEVELOPMENT BOARD

TOWN HALL ARLINGTON, MASSACHUSETTS 02476

TELEPHONE 781-316-3090

July 2023 – December 2023 Meeting Schedule

In general, the ARB meets on the 1st and 3rd Monday at 7:30 p.m. of every month. Monday holidays or other events may cause this schedule to change. If there are no pressing agenda items meetings may be cancelled.

July 10
July 24
August 28
September 11
September 18
October 2
October 16*
October 23*
November 6
November 20
December 4
December 18

*Subject to Town Meeting schedule

Note: Holidays/Observations in 2023 include the following:

- July 4 (Independence Day)
- September 4 (Labor Day)
- September 23 (Yom Kippur)
- October 9 (Indigenous People's Day)
- November 11 (Veteran's Day)
- November 23 (Thanksgiving)
- December 25 (Christmas Day)



Town of Arlington, Massachusetts

MOU for former ARB Properties

Summary:

7:45 pm Board will discuss the MOU for the former ARB Properties with the Town Manager.

ATTACHMENTS:

Type	File Name	Description
Reference Material	ARB-Manager_MOU_Re_Transfer_of_Properties__Future_Use_(003).pdf	ARB-Manager MOU Re Transfer of Properties Future Use (003)

MEMORANDUM OF UNDERSTANDING



BY AND BETWEEN THE ARLINGTON REDEVELOPMENT BOARD & THE TOWN MANAGER

Section 1. Purpose of MOU

The purpose of this Memorandum of Understanding ("MOU") is to maintain Arlington Redevelopment Board ("ARB") roles in the development and uses of certain civic block properties and facilities in executing the Master Plan for same, while transitioning custody of such properties to the Town Manager for day-to-day, capital asset, and budgetary oversight and management alongside the rest of the Town's real estate assets.

Section 2. Transfer of Properties

Following the successful vote of the 2023 Town Meeting on Articles 21, 22, and 23 on or about April 26, 2023, and execution of this MOU, the ARB properties located at 23 Maple Street, 20 Academy Street "the Central School Building", and 611 Massachusetts Avenue "the Jefferson Cutter House" (collectively "the properties") shall be transferred to the custody and control of, and deeded to the "Town of Arlington," including updates to any deeds or property records required.

Section 3. Town Manager Authority

In comportment with Section 15(g) of the Arlington Town Manager Act, the Town Manager shall thereafter have the rights and responsibility to manage such properties (including assumption of rights and responsibilities over all active leases) in compliance with the Town's General and Zoning Bylaws and the General Laws.

Section 4. ARB Roles in Future Development

While the Manager will fulfill their duties and exercise their rights relative to the properties as outlined in the Town Manager Act, the ARB shall continue to hold a role in identifying future uses of the properties to aid in ensuring consistency with the Master Plan and the furtherance of the Town's Civic Block. Specifically, the ARB shall be afforded opportunity to provide:

- a. Comment and feedback on future proposed solicitations for leases or dispositions of any of the properties as a public body, or through a designee such as through an appointment of an ARB member or designee to an RFP review team;
- b. Advance advice and consultation as a body or through a designee on any substantial change in use of the properties, including but not limited to significant intensification of use of properties as town government offices, enhancing or decreasing intensity of uses consistent with Civic Block status such arts and cultural programming offered at the Central School Building or the Jefferson Cutter House, or proposal to alter parking rights associated with 23 Maple Street; and
- c. Advance advice and communication with respect to long-term redevelopment scenarios of 23 Maple Street.

Section 5. Amendments

This MOU may be modified or amended only in writing duly executed by all Parties. It may not be amended or modified by oral agreements between the parties unless they are in writing duly executed by the Parties.

IN WITNESS WHEREOF, the Parties hereto, through duly authorized representatives have executed this MOU.

ARLINGTON REDEVELOPMENT BOARD:

By:

Date:

TOWN OF ARLINGTON

By:

Date: